



Request for a NH Natural Heritage Bureau database check

The NH Natural Heritage Bureau (NHB) maintains a database of known locations of rare species and exemplary natural communities. Federal, state, and local agencies may require a check of this database to determine whether proposed projects could impact rare species. This form should be used to request this type of database check.

NHB will send the results directly to you. It is your responsibility to provide a copy to whatever permitting agency you are dealing with. Information you provide on this form must agree with what you provide in a permit application, or else the NHB check will not be considered to be valid, resulting in delays.

Requested by: Name: _____
Organization: _____
Phone number: _____
E-mail address: _____
Mailing address: _____

Internal Project ID (if any): _____

Project Name: _____ (Enter a short descriptive label)

Town: _____ **Address or Tax Map & Lot #(s):** _____

Total tract acres (approximate, e.g., nearest acre for small tracts, 10 acres for large): _____

Short narrative description of the project (also check the appropriate descriptive category(s) on page 3): _____

Maximum project footprint (area disturbed during the project). Choose one.

- ☐ New footprint (no existing structure)
- ☐ Completely within an existing footprint (repairs, replacement)
- ☐ Expanding an existing footprint (additional area disturbed adjacent to a previously disturbed location)

Primary Agency/Organization to which you will be applying for a permit (choose one):

- ☐ NH Dept. of Environmental Services (Fill out "NHDES Wetland Applications" section on page 2)
- ☐ NH Dept. of Transportation
- ☐ NH Dept. of Resources and Economic Development (e.g., Trails Bureau)
- ☐ NH Dept. of Agriculture, Markets & Food (e.g., Pesticide Control Board)
- ☐ US Dept. of Energy (e.g., NEPA)
- ☐ US Environmental Protection Agency (e.g., NPDES General Permit for Stormwater Discharges)
- ☐ Town or City
- ☐ Other: _____

Name of the Permit Applicant, if different from "Requested by": _____

*I affirm that the landowner, _____ (print landowner's name)
knows that I am making this request and agrees that NHB should release the data.*

Print your name: _____ **Date:** _____

A map must be provided, with the site clearly marked. Provide an outline around the maximum area that could be disturbed. Include temporary disturbance (e.g., parking for construction vehicles). Acceptable maps include GIS shapefiles (NH State Plane, NAD 83) or a copy of part of a USGS topographic map (such maps can be printed from the worldwide web, e.g., at www.topozone.com.) Tax maps **cannot** be used unless they include one or more clearly marked road intersections. GPS coordinates alone are not accepted.

DES Permit by Notification only: Draw the maximum disturbed area (e.g., a single-house lot). Also place a point or line at the site(s) of the permitted activity (e.g., a point at a culvert installation or a line along a utility corridor).

All requests must include a payment of \$25 (check or money order, payable to "Treasurer, State of NH"). To ensure that your payment is properly credited, please provide the following:

Check Number: _____

Name of Account (as shown in the check's upper left corner): _____

NH Department of Environmental Services (DES) WETLAND APPLICATIONS

Expected Permit Type(s):

- ☐ Standard Dredge and Fill for Wetland Impacts
- ☐ Standard Dredge and Fill for Shoreland Impacts
- ☐ Minimum Impact Expedited
- ☐ Minimum Impact Agriculture
- ☐ Permit by Notification
- ☐ Seasonal Dock Notification for Lakes and Ponds
- ☐ Notification of Forest Management or Timber Harvest
- ☐ Notification of Routine Roadway & Railway Maintenance
- ☐ Notification of Trail Development Activities

To expedite review of possible impacts on wildlife species, please answer the following questions:

Will one or more culverts be installed on perennial streams? Yes / No / Don't Know

If "Yes", what type of culvert(s) is planned?

- ☐ Pipe with interior corrugations
- ☐ Box or elliptical
- ☐ Bridge or span
- ☐ Other or Don't know

Note: DES and the NH Fish & Game Department recommend the use of open-bottomed culverts or bridges at all perennial stream crossings.

To the best of your knowledge, is the project *(see page 4 for definitions)*:

in a Tidal Buffer Zone	Yes / No / Don't Know
in Sand Dunes	Yes / No / Don't Know
in or adjacent to a town-designated Prime Wetland	Yes / No / Don't Know
within one-quarter mile of a state-designated River	Yes / No / Don't Know

Are there vernal pools on the property? Yes / No / Don't Know

Requests can be submitted by e-mail, fax, or mail:

E-mail: nhbreview@dred.state.nh.us

Fax: (603) 271-6488, Attn: NHB Review

Mail: NHB Review
PO Box 1856
172 Pembroke Road
Concord, NH 03302-1856

Requests will be processed within 5-10 business days of receipt of payment. Results will be e-mailed if an e-mail address is provided above, otherwise mailed (results will not be faxed). Call (603) 271-2215 x 323 with questions.

Note: Landowners can ask for a check of the database for their property without paying a fee, using a separate Landowner Request Form. However, the results of this type of check are limited to NHB records within property boundaries, and cannot be used for permit or regulatory requirements.

In response to this request, NHB will send you a letter reporting on any known occurrences of rare species or exemplary natural communities in the vicinity of the project. Further review of the project may be needed to assess whether impacts will actually occur, and what if any steps could be taken to reduce those impacts. This review may involve the agency or organization issuing the permit, NHB staff (consulting on rare plants and natural communities), the NH Fish & Game Department, which has jurisdiction over wildlife in NH, and/or the U.S. Fish & Wildlife Service, which has jurisdiction over federally listed species.

Choose as many categories as necessary to describe this project.

Include at least one selection that covers the full extent of the project (maximum area subject to disturbance). For example: **"Buildings and Related Structures - Residential subdivision"** even if only applying for a culvert crossing within the planned subdivision.

Bank Stabilization

- ☐ Bio-engineered restoration
- ☐ Repair bank erosion
- ☐ Retaining wall
- ☐ Rip-rap
- ☐ Stabilize by vegetation

Shoreland Construction / Alteration

- ☐ Beach
- ☐ Boathouse
- ☐ Boat lift
- ☐ Breakwater
- ☐ Boat launch
- ☐ Boat yard
- ☐ Breakwater/dock
- ☐ Bulkhead
- ☐ Canopy, seasonal
- ☐ Channel dredge
- ☐ Dock (permanent)
- ☐ Dock (seasonal)
- ☐ Dock (tidal)
- ☐ Boat slip
- ☐ Dam
- ☐ Marina
- ☐ Personal water craft lift
- ☐ Pilings
- ☐ Rock removal
- ☐ Steps in the bank
- ☐ Seawall

Buildings and Related Structures

- ☐ Apartment/condominium complex
- ☐ Campground
- ☐ Mobile home park
- ☐ Multiple commercial buildings
- ☐ Parking lot only
- ☐ Residential subdivision
- ☐ Single commercial building lot
- ☐ Single residential building lot

Roads, Driveways, Bridges

- ☐ Bridge
- ☐ Culvert(s)
- ☐ Driveway only
- ☐ Foot bridge
- ☐ Guardrail installation
- ☐ Road construction
- ☐ Sidewalk construction
- ☐ Temporary crossing
- ☐ Traffic signal work

Railroads, Transmission lines, Pipelines

- ☐ Pipeline
- ☐ Power station
- ☐ Railroad line
- ☐ Submarine Cable
- ☐ Transmission line
- ☐ Utility crossing

Recreation

- ☐ swim area
- ☐ Recreational facility
- ☐ Trail Bridge
- ☐ Trails
- ☐ Walkway
- ☐ Athletic fields

Forestry and Agricultural Activities

- ☐ Pasture
- ☐ Pond
- ☐ Timber harvest

Chemical and Biological Control Applications

- ☐ Aquatic weed control
- ☐ Biological control application
- ☐ Biosolid application
- ☐ Herbicide application
- ☐ Pesticide application

Tower Construction

- ☐ Telecommunications tower
- ☐ Weather station
- ☐ Wind power construction

Water/Wastewater

- ☐ Detention pond
- ☐ Ditch
- ☐ Hydro Raking
- ☐ Pond
- ☐ Sediment removal
- ☐ Septic system
- ☐ Stormwater treatment
- ☐ Stream restoration
- ☐ Treatment swale
- ☐ Wastewater facility
- ☐ Water intake
- ☐ Water storage tank
- ☐ Water supply system
- ☐ Well
- ☐ Wetland creation
- ☐ Wetland restoration

Other

- ☐ Airport improvements
- ☐ Cable
- ☐ Composting facility
- ☐ Contaminant removal
- ☐ Dry hydrant
- ☐ Geotechnical drilling
- ☐ Fish Ladder
- ☐ Gravel operation
- ☐ Landfill
- ☐ Sign installation
- ☐ Storm debris removal

Other Main: _____

Other Sub: _____

Landform Definitions

Designated Rivers:

The New Hampshire River Management and Protection Program (RMPP) was established in 1988 with the passage of RSA 483 to protect certain rivers, called **designated rivers**, for their outstanding natural and cultural resources. The program is administered by the New Hampshire Department of Environmental Services (DES).

<http://des.nh.gov/Rivers/>

Tidal Buffer Zone:

The tidal buffer zone is measured 100 feet from the highest observable tide line. The tide line is the furthest limit of tidal flow, and is defined by either a strand line of flotsam and debris, the landward margin of salt tolerant vegetation, or a physical barrier which blocks the flow of the tide. The tidal buffer zone may include wetlands, transitional areas, and both natural and developed uplands and is regulated by the DES Wetlands Bureau.

<http://des.nh.gov/Wetlands>

Sand Dunes:

Coastal sand dunes are formed by the sand blown from beaches. Well established dunes provide significant protection against storm driven tides. American Beach Grass *Ammophila breviligulata* plays a significant role in both building and stabilizing dunes. RSA 482-A prohibits "destruction, defacing, reducing, altering, building on or removal of sand and vegetation without a permit" from the Department of Environmental Services.

<http://des.nh.gov/Wetlands>

Prime Wetlands:

Prime wetlands are areas with high value functions, which are mapped and adopted by a town and approved by the Department of Environmental Services. Prime wetlands have additional protection under RSA 482-A, which states "no permit shall be issued unless evidence is provided that there shall be no net loss of values to those areas.

<http://des.nh.gov/Wetlands>